DCMC-O

MEMORANDUM FOR RECORD

SUBJECT: DCMC-O Staff Meeting Minutes, Sep 28, 99

TENTH ANNUAL INTERNATIONAL WORKSHOP ON SOLVENT SUBSTITUTION AND THE ELIMINATION OF TOXIC SUBSTANCES. A DCMC representative briefed the subject workshop, held September 13-16, 1999 in Scottsdale, AZ, on Acquisition Pollution Prevention, highlighting DCMC's role in support of the Single Process Initiative and the Acquisition Pollution Prevention Initiative. The briefing was part of the "Greening DoD's Acquisition Process" Panel which also included speakers from the Navy, Air Force, and the Department of Energy. The workshop covered a wide range of solvent related pollution prevention topics and included broad based participation by representatives of industry, government and academia.
DCMC-OC/Dave James/767-2421

OUSD(A&T) SOFTWARE ENGINEERING PROGRAM ASSESSMENT INITIATIVE. /The DCMC Software Center supported the first Software Program Assessment Architecture Development Meeting. This both an OUSD(A&T) sponsored and a Tri-Service executed initiative. Objectives of this initiative are to strengthen DoD software intensive systems acquisition & technical performance, provide objective software assessment information to support DoD program and Executive Level decisions, improve acquisition policy, education, & training, and build a knowledge base of software and systems related issues. This effort is similar to DCMC Software Performance Review using the Software Performance Maturity Model to baseline Software Contract Administration Service performance.
DCMC Software Center/Guy Mercurio, David Zentner/(617) 753-4122, (617) 753-3354

DELIVERY MGMT GROUP. The Delivery Management Group sponsored the following teams. The support has been great, and there is a lot of progress. Mr. Glenn Seabridge, DCMC Philadelphia-Reading, PA, provided overall assistance and facilitation for this project, from July 20, 1999 through September 24, 1999.

Alerts Training, July 26-30, 1999- Review the existing Alerts Training Material and make corrections as required. Work with the Contractor to get changes to their manuals.
Ms. Patricia Byers, DCMC Orlando, FL
Mr. Bob Gautreau, DCMDC Boston, MA
Ms. Sandy Lane DCMC Atlanta, GA

End-2-End Production IPT, August 23- September 3, 1999 - We are tasked to examine production/delivery management, especially, DCMC's role, from the beginning to the end of the acquisition cycle. What is the delivery environment that we live in (driven by the customer). What are the differences between delivery management of a major weapon

system and that of an ICP that lives and dies for readiness? How does DCMC respond to this, are our processes responsive or restrictive? We need to identify the spectrum of stakeholders to Delivery Management. Do we support their needs? Do we understand what their needs are? This includes examining the automation requirements to accomplish this support. For instance, what MOCAS reports are used for this? Do we need them, how would they be better used.

Mr. Ron O'Daniell, DCMC-OB, Ft Belvoir, VA
Mr. Glenn Seabridge, DCMC Philadephia-Reading, PA
Ms. Carolyn Healey, DCMC Philadephia-Reading, PA
Mr. Eric Manning, TACOM, St Louis, MI
Ms. Kathy Jenkins, DCMC, Atlanta, GA
Mr. Roland Carr, DCMC Baltimore-Norfolk, VA
Mr. Newton Stearns, DCMC International, Ft Belvoir, VA
Ms. Cyndi Reichard, DCMC-OC, Ft. Belvoir, VA

Delivery Guidebook, August 30 - September 10, 1999 - Develop a Delivery Management guidebook. There are several legacy documents that can be referenced and certainly some cut and paste is expected. Also lessons learned apply. This guidebook will have the "how" that is not in the One Book.

Mr. Bill Potts, DCMC Dallas - Oklahoma City, OK
Mr. Courtney Hatch, DCMC Thiokol
Mr. Frank DeMasi, DCMC, Boston, MA
Mr. Bill Gillen, DCMC Boston, MA

Alerts Guidebook, September 20-24, 1999 - Evaluate existing Alerts manuals, training materials, policy, etc, and develop an Alerts Guidebook that has the "how to" and lessons learned.

Mr. Len Szymborski, DCMC Seattle, WA
Mr. Donald Wade, DCMC St Augustine, FL
Mr. Bill Potts, DCMC Dallas Oklahoma City, OK
Mr. Glenn Seabridge, DCMC Philadelphia-Reading, PA

Alerts Database Definition/Metrics, September 27-30, - Alerts Phase II does not have a Database Dictionary. This is where the field names are operationally defined so that queries and cubes can be made. Also to ensure uniform interpretation of what the fields contains. This team will additionally examine the existing queries and cubes and make recommendations.

Ms. Carolyn Klatt, DCMC Orlando, FL
Ms. Carole Marks, DCMC Atlanta, GA
Ms. Becci Murtha, DCMD International
Mr. Ed Aranda, DCMC Dallas, TX

DCMC SPONSORED CONTRACT ADMINISTRATION CONFERENCE IN COSTA MESA, CA . DCMC's Contract Business Operations Directorate sponsored a contracting conference "Preparing for the Future" in Costa Mesa, CA on August 31, 1999 through September 2, 1999 for approximately 200 DCMC Administrative Contracting Officers

(ACOs) and Termination Contracting Officers (TCOs). The conference focus was on functional and automated issues impacting the ACO and TCO community. Conference presentations included briefings from the DCMC Commander, DCMC Executive Director of Contract Management Operations, Directors of DFAS Columbus, DCAA, and the DAR Council; the Deputy Executive Vice President of National Contract Management Association, DLA/DCMC Legal Counsel, and a host of District representatives from across the command.
DCMC-OA/Cynthia Brice/767-3437

AIR FORCE INTEGRATED DIGITAL ENVIRONMENT (IDE) SYMPOSIUM. DCMC was invited to participate along with members of the Air Force IDE Program Office staff, and in the Air Force IDE symposium and workshops held 13-16 September in Seattle WA. The purpose of the symposium and workshops was work toward the development of an Air Force IDE transition plan.   Other attendees included the representatives from Air Force innovation centers, Air Force Program Managers, Navy IDE Program Office, and Industry representatives. For more information on the Air Forces IDE visit their web site http://129.238.220.26/
DCMC-OC/Mike Lowry/767-3357

DCMC SOFTWARE CENTER BRIEF TO THE NATIONAL DEFENSE INDUSTRY ASSOCIATION (NDIA). The DCMC Software Center was invited to brief the NDIA Program Manager System Subcommittee. The brief took place at the Lockheed Martin Sanders Facility on August 25, 1999. NDIA members are program managers from major defense contractors such as Lockheed Martin, Raytheon, Boeing and TRW. The Software Center covered the latest DCMC software initiatives, including Capability Maturity Model Based Insight, Software Internal Performance Measurements, the possibility of a future joint effort with the Software Program Managers Network, and the Software Performance Maturity Model. The briefing was well received, and the Center was asked to provide an update on the initiatives at the next NDIA meeting, tentatively scheduled to occur in November 1999.
DCMC Software Center/Jamileh Soudah/(617) 753-4123

DEFENSE CONTRACT MANAGEMENT COMMAND (DCMC) CONDUCTS ENGINEERING WORKSHOPS. DCMC conducted four engineering workshops, in August and September1999, one at Boston, MA, two at Long Beach, CA, and one at Orlando, FL. The purpose of these workshops was to redefine the role of engineers in a performance based environment and also to reinforce the concept of "risk based oversight". Acquisition reform initiatives dealing with engineering were also covered during these workshops. Feedback from the attendees has been very positive. Materials will be updated based on the feedback received before conducting these workshops command wide during FY 00.
DCMC-OB/R. Pillai/767-8264

APPROVED:

ROBERT W. SCHMITT
Deputy Executive Director
Contract Management Operations